

**Van Buren County Brownfield Redevelopment Authority  
Regular Meeting Minutes  
February 13, 2019**

**Board of Commissioners Room, 2<sup>nd</sup> Floor Administration & Land Services Building,  
219 E Paw Paw St, Paw Paw MI 49079**

**1. Call to Order and Determination of Quorum**

At 3:30 pm, by Chairperson Lisa Phillips, with attendees/absentees/quorum status as follows:

**Board Members Present (8):** Chair Lisa Phillips, Vice-Chair Jan Petersen, Gail Patterson-Gladney, Kate Hosier, Jeff Mills, Zack Morris, Katie Strohauer, Sarah Moyer-Cale; **Board Members Absent and Excused (1):** Cynthia Compton; **Board Vacancies: (0).** A quorum (8 of 9) is initially present and remained throughout the meeting.

**Others present:** Secretary-Treasurer Wayne Nelson, Environmental Consultant Erik Peterson, Marketing Consultant Pamela Jackson, Applicant Mark Keister of MK Concrete Construction LLC, Applicant Stephen DeVries of Midwest Property, L.L.C.

**2. Approval of Agenda**

Motion by Moyer-Cale, supported by Patterson-Gladney, to adopt the Chair's agenda with an added item. Approved by a vote of 8-0.

**3. Approval of Minutes of Regular Meeting held January 9, 2019**

Motion by Patterson-Gladney, supported by Hosier, to approve the minutes of the Regular Meeting held January 9, 2019, as presented. Approved by a vote of 8-0.

**4. Public Comment--None**

**5. Correspondence—None**

**6. Secretary-Treasurer's Report**

a. Nelson presented a written report with verbal comments. Motion by Hosier, supported by Moyer-Cale, to accept same. Approved by a vote of 8-0.

b. The following was presented for approval:

<i>Amount</i>	<i>Vendor</i>	<i>Invoice#</i>	<i>Date</i>	<i>Purpose</i>
<u>\$ 315.00</u>	Envirologic	#05272	2019-02-08	Community Outreach—Programmatic
<u>\$ 315.00</u>	Envirologic Sub-Total and Total of Invoices			

Motion by Hosier, supported by Mills, to approve payment of this invoice totaling \$315.00. Approved by a vote of 8-0.

**7. New Business—**

a. **Midwest Property, L.L.C.**--Erik Peterson introduced Stephen DeVries of applicant Midwest Property, L.L.C., who presented an outline of a proposed project at 411 W Delaware St and adjacent property in the Village of Decatur. Motion by Hosier, supported by Mills, to approve the submitted project application and proposed Envirologic Work Order #21 for \$7,000 (adjusted from original proposal of \$11,000 by removal of \$4,000 for Act 381 Work Plan), subject to the Applicant submitting a signed Development Agreement and receipt of an application fee. Approved by a vote of 8-0.

- b. MK Concrete Construction LLC**--Erik Petersen introduced Mark Keister of applicant MK Concrete Construction LLC, who presented an outline of a proposed project at 507 W. Michigan Ave in Paw Paw. Motion by Morris, supported by Moyer-Cale, to approve the submitted project application and proposed Envirologic Work Order #20 for \$6,000, subject to the Applicant submitting a signed Development Agreement and receipt of an application fee. Approved by a vote of 8-0.
- c. City of South Haven**--Erik Peterson presented a project application from the City of South Haven that could leverage housing grant funds to identify hazardous materials in owner-occupied homes. He will work with the city and its grants administrator to clarify and develop specific guidelines. Motion by Patterson-Gladney, supported by Mills, to allot \$500 from the EPA Grants budget for Envirologic to determine if the proposed use is appropriate and to develop specific guidelines. Approved by a vote of 8-0.
- d. Arlington Winery**--Erik Peterson reported that Andy & Janet Lawrence, who submitted an application for a parcel in Arlington Township at 35375 CR 215, have not moved further with the Development Agreement and Application Fee.
- e. Marrone Michigan Manufacturing LLC**--This potential project, discussed at the September 12, 2018, meeting, remains pending with an application possible in the future.
- f. Former Paw Paw Plating Site**--Member Sarah Moyer-Cale, also the Paw Paw Village Manager, reported on the former Paw Paw Plating property owned by the Village of Paw Paw. There is no current interest in the property that aligns with the Village's vision.

## **8. Old Business**

- a. EPA Grant Status**--Erik Peterson presented an updated report on the EPA Grant financial status and the continuing outreach program.
- b. 67902 Red Arrow Highway, Hartford Township**--Peterson reported that he continues at attempt to resolve differences in vision between the property owner and the MDEQ.
- c. 05585 Blue Star Highway, South Haven Charter Township**--Peterson is working with the project owner on the Brownfield Plan documents.
- d. Community Outreach Plans**--Marketing Consultant Pamela Jackson led a discussion on community outreach efforts, proposals and ideas.

## **9. Current Brownfield Plans Update**

- a. Mattawan Commercial**--The developer continues to attempt to find a tenant for the project. The obsolete building on the site has been removed. The developer has submitted a reimbursement request for demolition costs, but the supporting documentation seems insufficient.
- b. Paw Paw Brewing--Final Reports/Closeout**  
A review by the MDEQ staff will determine if additional documentation is required and has not yet been received.

## **10. Adjournment**

There being no additional business, Chair Phillips adjourned the meeting at 5:00 pm.

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Wayne Nelson, Secretary-Treasurer  
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

<b>Acronym</b>	<b>Type</b>	<b>Meaning</b>
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
DEQ or MDEQ	Agency	Michigan Department of Environmental Quality
MEDC	Agency	Michigan Economic Development Corporation
VBC	Agency	Van Buren County
VBCBOC	Agency	Van Buren County Board of Commissioners
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan